



Office of Community and Rural Affairs

Historic Renovation Grant Program



Historic Renovation Grant Program

PROGRAM PURPOSE & GOAL

To preserve and rehabilitate historic properties in order to further incentivize downtown economic development.

Program Guidelines

LEAD APPLICANT MAY BE:

Individual

Joint venture

Partnership

Limited liability company

Firm

Corporation

Association

Non-profit affordable housing organization

Program Guidelines

LEAD APPLICANT MAY NOT BE:

Municipalities

Regional Redevelopment Commissions

Non-Profits (excluding affordable housing organizations)

Program Guidelines

HISTORIC PROPERTY MUST BE:

Located in Indiana within either:

Designated Indiana Main Street city or town

Non-entitlement community in accordance with HUD listing



Program Guidelines

HISTORIC PROPERTY MUST BE:

At least fifty (50) years old

Listed on register of Indiana historic sites and historic structures

Listed or eligible for the National Register of Historic Places

Listed as a contributing resource in a National Register District

Program Guidelines

HISTORIC PROPERTY MUST BE:

Actively used in a trade or business

Held for the production of income

Held for the rental or other use in the ordinary course of the person's trade or business

Must follow guidelines established by Secretary of Interior

Will be reviewed by SHPO and DHPA

Program Guidelines

ELIGIBLE ACTIVITIES

Limited to the Exterior

Include measures to sustain the form, integrity and material of a building or structure including stabilization and maintenance of historic building mater

Program Guidelines

ELIGIBLE ACTIVITY EXAMPLES

Windows, doors, and historic entryways

Brick rehabilitation and tuck-pointing

Roof replacement and rehabilitation

Exterior foundation rehabilitation

Rehabilitation of exterior architectural characteristics

Program Guidelines

INELEGIBLE ACTIVITY EXAMPLES

Property acquisition

Payment of taxes

Enlarging or expanding
existing structures

Real estate fees

Paving and landscaping costs

Sales and marketing costs

Any construction completed
prior to grant award

Interior Renovations

Equipment purchases

Increase value with intent to
sell

Program Guidelines

MAXIMUM GRANT REQUEST

\$100,000

No greater than 35% of eligible total project costs

Program Guidelines

MINIMUM GRANT REQUEST

\$10,000

Maximum amount should not serve as target figure for request

Program Guidelines

MATCH REQUIREMENTS

Local match must be greater than or equal to 65% of total eligible project cost

Local match must be provided by the applicant or a third-party

Commitment of match funds must be documented in the application

Ineligible expenses may be included in the project summary but will not count towards the eligible local match

Program Guidelines

ADDITIONAL REQUIREMENTS

Property that has been funded will not be eligible for funding for 3 years

More than 1 application can be submitted by the same person

No more than 1 application can be submitted for the same property

Program Guidelines

SUBMISSIONS INCLUDE:

Four hard copies: 1 with ink signatures and 3 copies

1 Digital Copy

LOI DETAILS



Letter of Intent

LETTER OF INTENT:

Completed Cover Sheet and Letter of Intent

Any optional attachments (5 page max)

All questions answered (4 page max)

Must be submitted by the LOI due date

LOI should be submitted to:

Office of Community and Rural Affairs
One North Capitol, 6th Floor
Indianapolis, IN 46204
Attention: Adam Moschell



Letters of Intent

LOI's Should Include:

Scope of Work

Budget

Map

Pictures of Building

Current and Future Use of Building

Description of Projects Fit in Community Economic Vitality Plan

APPLICATION DETAILS



Application Details

QUESTION 1:

Describe the current property. What are the current and proposed uses? Will any persons or businesses be displaced during the timeframe of the project?

Application Details

QUESTION 2:

What planning has been completed? Provide a detailed description of all construction, demolition, landscaping, earthmoving, rehabilitation, and installation activities (i.e., scope of work).

Application Details

QUESTION 3:

Provide a detailed explanation of how, and to what extent, land buildings, structures, or objects, in or adjacent to the project area, could be physically altered or visually modified or obscured. If so, how will the applicant work with other property owners on issues that may arise?

Application Details

QUESTION 4:

If a historic site or historic structure will be altered, demolished, or removed as part of the project, then identify any alternatives that were, or reasonably could be, considered that would not have as great an impact on the historic site or structure. Discuss the advantages and disadvantages of those alternatives and their feasible alternatives, please explain.

Application Details

QUESTION 5:

State the known or approximate dates of construction of structures and any other historical information known about the land and structures within the project area. It may be necessary to consult a local history text, the interim report of local historic sties and structures inventory, the county historian, or a local historical or historic preservation organization for this information.

Application Details

QUESTION 6:

Since original construction, is the current site known to have been disturbed by construction, excavation, grading, or filling? If so indicate the part or parts of the project area that have been disturbed and the nature of the disturbance.

Application Details

QUESTION 7:

What is the proposed plan for the use of this property over the course of the next (5) years? What plans are in place to maintain current ownership?

Application Details

QUESTION 8:

How is the project important to the long term community and economic development activities of the area? If the project is in a designated Indiana Main Street community, how is this project part of the group's overall strategy?

Application Details

Attachments to Include

Proof of Eligibility

Site Plan

Maps

Plans or Specifications

Photographs

Other Supporting Documents

Application Details

Community Performance Indicators

How will this project positively affect Gross Assessed Valuation

How will this project positively affect Population Growth

How will this project positively affect Public School Enrollment

How will this project positively affect Educational Attainment

How will this project positively affect Per-capita Income

Application Details

ADDITIONAL REQUIRED MATERIALS

Checklist and Cover Sheet

Project Completion Timeline

Project Scope of Work

Budget-Line Item Budget

Budget-Table of Matching Funds

Budget- Project Budget Narrative

Application Process

APPLICATION:

Competitive Process

Funded projects will be notified via press release

Non Funded applications can request feedback on application

Application should be submitted to:

Office of Community and Rural Affairs
One North Capitol, 6th Floor
Indianapolis, IN 46204
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EVALUATION CRITERIA



Grant Evaluation

Criteria with Maximum Point Allotment

Located, listed or eligible as historic – 50 points

Located in a Main Street designated community – 50 points

Located in a non-entitlement community – 50 points

Project Description – 150 points

Budget and Scope of Work – 50 points

Community Performance Indicators – 50 points

Program Dates

Important Program Dates:

Workshop— **April 13**

Letter of Intent Due— **May 6**

Applications Due— **July 1**

Award Announcement— **November 3**

Questions and Answers



@OCRAIndiana



Indiana Office of Community and Rural Affairs